



RIO DELL CITY COUNCIL AGENDA
CLOSED SESSION – 6:00 P.M.
REGULAR MEETING - 6:30 P.M.
TUESDAY, JUNE 19, 2018
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

WELCOME . *By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*



In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Assistance listening devices are now available for the hearing impaired. Please see the City Clerk for a receiver.

- A. CALL TO ORDER
- B. ROLL CALL
- C. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:
 - 1) 2018/0619.01 – **Conference with Legal Counsel – Anticipated Litigation**
Initiation of Litigation (Pursuant to paragraph (4) of
Subdivision (d) of §59456.9 of the Government Code)
(one case)
- D. PUBLIC COMMENT REGARDING CLOSED SESSION
- E. RECESS INTO CLOSED SESSION
- F. RECONVENE INTO OPEN SESSION – 6:30 P.M.
- G. ORAL ANNOUNCEMENTS
- H. PLEDGE OF ALLEGIANCE

I. CEREMONIAL MATTERS

J. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

K. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Council members if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS"

- 1) 2018/0619.02 - Approve Minutes of June 5, 2018 Regular Meeting
(ACTION) 1
- 2) 2018/0619.03 - Authorize the City Manager to file Notice of Completion
and Approve Release of Funds to Wahlund Construction
for the Belleview Avenue Drainage Improvement Project
in the amount of \$82,000 **(ACTION)** 9
- 3) 2018/0619.04 - Approve Resolution No. 1394-2018 Extending Employee
through June 30, 2019 **(ACTION)** 11
- 4) 2018/0619.05 - Receive & File 3rd Quarter Financial Report **(ACTION)** 14
- 5) 2018/0619.06 - Receive and File Check Register for May 2018 **(ACTION)** 16

L. ITEMS REMOVED FROM THE CONSENT CALENDAR

M. REPORTS/STAFF COMMUNICATIONS

- 1) 2018/0619.07 - City Manager/Staff Update **(RECEIVE & FILE)** 20

N. SPECIAL PRESENTATIONS/STUDY SESSIONS

O. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2018/0619.08 - Approve Annual Rate Adjustment with Recology Eel River and accept it as an Amendment to the Solid Waste and Recycling Franchise Agreement, Effective July 1, 2018
(DISCUSSION/POSSIBLE ACTION) 24
- 2) 2018/0619.09 - Authorize City Manager to Execute the Summer 2018 Slurry Seal Project in an Amount not to Exceed \$50,164 and further Approve Letter of Commitment to the City of Eureka **(DISCUSSION/POSSIBLE ACTION)** 35
- 3) 2018/0619.10 - Two Potential Grant Opportunities for Sidewalk Infill and Crosswalk Work **(DISCUSSION/POSSIBLE ACTION)** 39

P. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

- 1) 2018/0619.11 - Second Reading (by title only) and Adoption of Ordinance No. 368-2018 Amending Chapter 3.11 of the Rio Dell Municipal Code (RDMC) to Extend the One Percent (1%) Transaction and Use Tax for General Purposes for a Period of five (5) Years, with the State Board of Equalization Continuing to Administer the Tax
(DISCUSSION/POSSIBLE ACTION) 41
- 2) 2018/0619.12 - Second First Reading (by title only) and Adoption of Ordinance No. 369-2018 Amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code **(DISCUSSION/POSSIBLE ACTION)** 45

Q. COUNCIL REPORTS/COMMUNICATIONS

R. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, July 3, 2018 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING
JUNE 5, 2018
MINUTES**

The regular meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Wilson.

ROLL CALL: Present: Mayor Wilson, Mayor Pro Tem Johnson, Councilmembers
Garnes, Marks and Strahan

Others Present: City Manager Knopp, Finance Director Kerrigan (Woodcox),
Chief of Police Conner, Community Development Director
Caldwell, Water/Roadways Superintendent Jensen, Waste-
water Superintendent Trainee Purvis and City Clerk Dunham

PUBLIC PRESENTATIONS

Julie Woodall complimented the City on the new Elk sculpture erected in the median and on the street striping on Wildwood Ave.

Councilmember Strahan asked about the status of the SICPA Track & Trace update.

City Manager Knopp commented that staff would be reporting on the item as part of the staff update.

CONSENT CALENDAR

Mayor Wilson removed Item 3 from the consent calendar for separate discussion, *Resolution No. 1387-2018 Awarding the Bid for the 2018 Street Striping Project as revised*.

Motion was made by Johnson/Garnes to approve the consent calendar including approval of minutes of the May 9, 2018 study session; approval of minutes of the May 15, 2018 regular meeting; approval of Resolution No. 1388-2018 amending the City of Rio Dell's Conflict of Interest Code; approval of Resolution No. 1390-2018 adopting the 2018/19 GANN Appropriations Limit; approval of Resolution No. 1391-2018 approving Billable Rates for staff time for FY 2018/19; approval of Resolution No. 1393-2018 approving Designation of Voting Delegates for League of California Cities Annual Conference; and to receive and file the Check Register for April 2018. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Adopt Resolution No. 1387-2018 Awarding Bid for the 2018 Street Striping Project as Revised
Mayor Wilson questioned the revised bid and asked if the 8,700 lineal feet of additive striping was enough to do both sides of the bike lanes.

City Manager Knopp noted that there was some confusion with regard to the project but the

additive striping was enough to complete the job.

Mayor Wilson then asked if the project had been started, in which staff responded that the project was actually finished. He explained that the contract was authorized ahead of schedule because the contractor was in town and available to get the striping done last week.

Motion was made by Johnson/Garnes to adopt Resolution No. 1387-2018 Awarding the bid for the 2018 Street Striping Project as revised. Motion carried 4-1 with Mayor Wilson dissenting.

Mayor Wilson explained his reason for voting against the resolution and said it was not because he was opposed to the project but because of the manner in which staff went about it. He said the Council directed staff at the last meeting to obtain a revised bid from the contractor and come back to the Council for final approval.

Councilmember Garnes stated that she was at City Hall when this was happening and Water/Roadways Superintendent Jensen discussed the issue with her and she told him that her recollection was that there was a consensus of the Council at the last meeting to allow staff to proceed. She said the Mayor should be upset with her; not staff.

Mayor Wilson said that he came into City Hall on Thursday and talked to the City Clerk and she reviewed the minutes from the last meeting and clarified the direction of the Council was to bring the revised bid back to Council for approval before moving forward. He said under City government, there is a process and rule of law that needs to be followed.

Councilmember Garnes reiterated that she didn't want the decision to reflect badly on staff but rather on her and said she will own it.

Mayor Wilson noted that it is not hers to own and it was the staff's responsibility to go back and review the minutes if they were not clear on the direction of the Council. He said he hopes in the future that however staff decides to go about things, they follow the rules of law.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp referred to the staff update provided in the Council packet and thanked Julie Woodall for the flowers at the entrance to City Hall. He provided a brief update on the track and trace program and noted that staff has been working on various trainings and troubleshooting billing issues. He said that he and the Community Development Director and Chief of Police went out to the Humboldt Rio Dell Business Park with Alex Spelman from SICPA to make sure the City is being responsive. He noted that Councilmember Strahan previously had questions about the track and trace program and that Alex was here to provide

JUNE 5, 2018 MINUTES
Page 3

a brief overview of the program and answer any questions the Council may have. He added that the site of the Glenn White Group is under construction and is quite impressive noting that they would be pouring concrete for the foundation of Building 3 tomorrow and expects to have the shell of the building up in approximately three (3) weeks. He said the next phase of the project would be extension of the water line.

He gave special thanks to Community Development Director Caldwell and the entire Council and said the development of the Humboldt Rio Dell Business Park has been a culmination of everyone's hard work and because of it; the potential revenue generation for the City is significant.

City Manager Knopp then introduced Alex Spelman, present to provide a brief overview of the SICPA Track and Trace Program.

Mayor Wilson said that he was surprised that the item was not agenized and if the presentation becomes more than just answering questions, perhaps it should be continued to a future meeting to make sure the City is compliant with the Brown Act.

City Manager Knopp explained that no policy decisions would be made and that it is just to follow up on prior questions of the Council.

Councilmember Strahan asked what the process is with regard to products coming in that do not originate in Humboldt County.

Mr. Spelman explained that there are two different stickers with two different visual identifiers to distinguish products originating in and out of Humboldt County.

Councilmember Strahan asked if products coming in from out of the County have an identifier sticker when they arrive.

Mr. Spelman noted that they would only have a sticker if they were included in the SICPA program however; all products coming in must be declared and registered by the vendor receiving them.

Councilmember Strahan commented on possible implications related to receiving unidentified products.

Mr. Spelman said one concern could be with the vendor not declaring everything. He explained that if they see an imbalance between input and output of a product it puts up a red flag and they can then investigate.

Mayor Wilson asked if someone brings in products outside of the County, if they have documentation of licensing from another jurisdiction and if there is a mechanism for making sure, they are permitted.

JUNE 5, 2018 MINUTES
Page 4

Community Development Director Caldwell noted that they would need approval from that particular jurisdiction and that the jurisdiction and/or the state can be notified for verification. He said there is also notification through the CalOrigin website.

Councilmember Strahan asked if SICPA only includes jurisdictions within Humboldt County.

Mr. Spelman noted that members of SICPA include the County of Humboldt, Eureka, and Rio Dell as well as Mendocino County and Yolo County. He commented that they are integrated with the state and other solutions so communication can occur between the City, SICPA and the State.

Mayor Wilson suggested Mr. Spelman be invited back to provide a full presentation at a regular council meeting or a study session with the item agendaized. Council concurred.

Referring back to the Staff Update, Mayor Wilson asked staff about the sale of the Mozzetti Ranch.

Community Development Director Caldwell commented that it was sold to a long-time logging family noting that there is approximately 6 million board feet of timber on the property. He said they would likely be logging the timber but that they also inquired about other uses of the property including commercial cannabis cultivation, an RV Park and the possibility of hemp cultivation. He said that he contacted Jeff Dolf, the County's Agricultural Commissioner regarding hemp cultivation who confirmed that the state is still developing their program and there is no legal avenue for commercial hemp production at this time. He said the concern is how and if the commercial cannabis industry will support hemp production because of how the hemp pollen affects commercial cannabis flowers.

Mayor Wilson also asked about the revisions to the Traffic Study under the Community Development Director's staff update.

Community Development Director Caldwell explained that some of the owners at the Humboldt Rio Dell Business Park have changed as well as some of the project descriptions. He said the revisions were necessary to make sure the study accurately reflects what is actually out there.

Mayor Wilson questioned the cost to update the traffic study.

Community Development Director Caldwell indicated that the stakeholders bear that cost.

Councilmember Strahan asked for an update on the proposed DANCO Project.

Community Development Director Caldwell commented that the DANCO senior housing project at Center St. and Rigby Ave. has been on the table for three (3) or four (4) years. He said the original plan was for 26 senior cottages but the funding was very competitive so they were not

JUNE 5, 2018 MINUTES
Page 5

able to get the project funded. The new plan is for low-income family units, which they feel will be funded.

Mayor Wilson asked staff if the on-going training for the new Fiscal Assistant is for Kasia Hoffman.

Finance Director Kerrigan responded that it was.

Councilmember Strahan commented that she received an email from the City Manager regarding the information she had requested previously but there were no numbers included.

City Manager Knopp said he would resend the email.

Mayor Wilson commented on the Police Department update regarding the two (2) officers that are leaving and asked how that will impact the department.

Chief of Police Conner noted that both he and Sergeant Beauchaine will work 14 hour shifts for the first two (2) weeks, then beginning June 22 when Officer Carnihan completes his field training, they will probably switch to 5 nine (9) hour shifts. He commented that he was at the policy academy today and there are no recruits available from the current class and the next class doesn't graduate until the end of December.

Mayor Wilson commented that he values the police force and appreciates the effort they will be going through.

Councilmember Marks commented on the possibility of a nuisance committee meeting and said that is probably out of the question for the time being.

Chief Conner noted that he is hoping to schedule a meeting in a couple of weeks and that he would let the committee members know.

City Manager Knopp noted that Chief Conner has been involved in some cannabis related warrants at the Humboldt Rio Dell Business Park recently that have produced potentially some positive results including bringing those operators into compliance and into generating tax revenue for the City. He pointed out that it will be hard for the Chief to focus on code enforcement issues over the next few weeks but the headway he has made with nuisance abatement over the last two (2) months has been quite remarkable.

Mayor Wilson asked if anyone from the public had any questions related to the Staff Update.

Julie Woodall asked who in the City would be involved in a Neighborhood Watch program if her neighborhood were to put one together.

Chief Conner commented that the police department has been involved in the past and had some Neighborhood Watch signs around when he worked here before. He said there might be funds in the budget to purchase some signs.

Julie Woodall indicated that they would just need someone to tell them what they need to do as part of the Neighborhood Watch program.

Councilmember Garnes asked if anything had been done from Caltrans perspective to light the Eagle Prairie Bridge passage to make it safer since the recent incident that occurred.

Chief Conner said that he wasn't aware of anything in that regard but that he would talk to the contractor to see if they would be willing to hang another string of lights.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Introduction/First Reading (by title only) of Ordinance No. 368-2018 Amending Chapter 3.11 of the Rio Dell Municipal Code (RDMC) to Extend the One Percent (1%) Transaction and Use Tax for General Purposes for a Period of five (5) Years, with the State Board of Equalization Continuing to Administer the Tax and Resolution No. 1392-2018 Establishing November 6, 2018 as the Date for an Election on a Proposed Ballot Measure Amending Chapter 3.11 of the Rio Dell Municipal Code to Extend the One Percent (1%) Transaction and Use Tax, Requesting Humboldt County Board of Supervisors to Consolidate said Election, and Directing the City Clerk to take any and all Actions Necessary Under Law to Prepare for and Conduct the Election

City Manager Knopp provided a staff report and said during the May 15, 2018 City Council meeting, the Council discussed options related to the extension of Measure U, the 1% Transactions and Use Tax that stands to expire December 31, 2019. He said the consensus of the Council was to proceed with a 5-year extension of Measure U and to place it on the November 6, 2018 ballot for voter approval as a General tax.

Mayor Pro Tem Johnson said that he believes this will require an all-out campaign, even if it means the City Council walking the streets and going door-to-door to talk to citizens and be strongly committed.

Councilmember Strahan questioned the possibility of extending the tax for ten (10) years rather than five (5) years.

Mayor Wilson expressed concern that it would be a tough sale to get a tax measure approved with an extended sunset date or without a sunset date. He said that after reviewing the budget and seeing what it costs to run a City, he feels it is imperative to extend the tax measure. He commented that there is a ballot initiative circulating for the November ballot to push the requirement for tax measures to a 2/3 vote.

City Manager Knopp stated that he was not sure if the ballot initiative received the required signatures to be placed on the November ballot but the proposed initiative would set the bar at

JUNE 5, 2018 MINUTES
Page 7

2/3 voter approval for all local government taxes and require specified language as to where the tax would go.

Mayor Wilson called for public comment on the proposed extension of the Sales Tax Measure.

Julie Woodall said that she would like to hear the opinions from the rest of the councilmembers.

Councilmember Garnes stated that with a 5-year extension of the tax, it gives the City a chance to see what kind of revenue is generated at the Humboldt Rio Dell Business Park. She said that there might be no need to keep taxing citizens at that point.

Councilmember Marks commented that he was not in favor of the Fire Department's tax assessment with no sunset date and agreed with the 5-year extension of the City's tax measure.

Mayor Pro Tem Johnson expressed support for the 5-year extension and agreed that the City needs to give the Humboldt Rio Dell Business Park a chance to succeed and this is the bridge to get the City to that point.

Sharon Wolff informed the Council that the ballot initiative on the super majority proposal has enough signatures to get it on the ballot but they haven't been verified yet, noting that they have until June 28 to do that.

Motion was made by Johnson/Garnes to introduce Ordinance No. 368-2018 and adopt Resolution No. 392-2018 establishing November 6, 2018 as the date for an election on a proposed ballot measure amending Chapter 3.11 of the Rio Dell Municipal Code to extend the one percent (1%) Transactions and Use Tax, requesting Humboldt County Board of Supervisors to consolidate said election, and directing the City Clerk to take any and all actions necessary under law to prepare for and conduct the election. Motion carried 5-0.

Introduction/First Reading (by title only) of Ordinance No. 369-2018 Amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code

Chief Conner provided a staff report and explained the two main reasons for the licensing of dogs is 1) to ensure that each dog that resides within the city is vaccinated against rabies, and 2) to assist animal control officers in returning stray dogs to their rightful owners. He said the proposed amendments would change the expiration date of dog licenses to one year from the application date or until the expiration of the rabies vaccination certificate, whichever is less. He noted that the license might be extended up to the expiration date of the rabies vaccination certificate at a reduced cost for dogs getting a 3-year rabies vaccination.

Mayor Wilson opened a public hearing to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed.

JUNE 5, 2018 MINUTES
Page 8

Motion was made by Johnson/Garnes to introduce Ordinance No. 369-2018 amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code and continue consideration, approval and adoption of the proposed amendment to the June 19, 2018 regular meeting. Motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

No Council reports were received.

ADJOURNMENT

Motion was made by Johnson/Garnes to adjourn the meeting at 7:28 p.m. to the June 19, 2018 regular meeting. Motion carried 5-0.

Attest:

Frank Wilson, Mayor

Karen Dunham, City Clerk

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



June 19, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Acceptance of Work, Authorization to File a Notice of Completion and Release Funds to Wahlund Construction Inc. for Bellevue Avenue, Spring Street and Pacific Avenue Drainage Improvement Project.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Accept the work, authorize the City Manager to file a notice of completion and release all funds to the contractor in the amount of \$82,000.00

BACKGROUND AND DISCUSSION

In adopting the FY 2017-2018 budget, the City Council appropriated \$45,000 towards drainage solutions for the Bellevue-Ogle area from the General Fund. This amount had been carried forward from prior fiscal years as a grant match for a larger project that never materialized. Additionally, \$30,000 from the Streets Fund was available for various drainage repairs for a total of \$75,000 available. The City received four bids on April 11, 2018 for a project entitled 2018 Culvert Installation and Repair with Wahlund Construction Inc. presenting the lowest bid at 82,000.00

On April 17, 2018 the City Council approved Resolution No. 1384-2018 which awarded the project to Wahlund Construction Inc. and approved a budgeted amount to not exceed of \$98,400 for the project, including contingencies.

The work has been completed. Staff has inspected the work and approved of the final product. There were no change orders associated with project. Therefore it is recommended that the project be closed and payment made to the contractor for services rendered.

///

WAHLUND CONSTRUCTION, INC.

A General Engineering Contractor

License No. 678993 A, B., Asbestos, Hazmat

830 Hilma Drive, Eureka, CA 95503

Eureka Office: 707-268-0150 Fax: 707-268-0137

City of Rio Dell
Bellevue Avenue/Spring Street
Drainage Improvement Project

To: City of Rio Dell

675 Wildwood Avenue

Rio Dell, CA 95562

Invoice No. 361801
Period Ending: 05/31/18

Wahlund Job No: 36-18

Item	Description of Item	Qty	Unit	Unit Cost	Total Cost	Previous		This Period		Total to Date	
						Qty	\$	Qty	\$	Qty	\$
1	Mobilization/Demobilization	1	LS	\$ 10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00
2	Utility Locating	1	LS	\$ 3,500.00	\$ 3,500.00	0%	\$ -	100%	\$ 3,500.00	100%	\$ 3,500.00
3	Junction Box No. 1	1	LS	\$ 1,500.00	\$ 1,500.00	0%	\$ -	100%	\$ 1,500.00	100%	\$ 1,500.00
4	Junction Box No. 2	1	LS	\$ 1,500.00	\$ 1,500.00	0%	\$ -	100%	\$ 1,500.00	100%	\$ 1,500.00
5	Pipe Installation Above Sewer in Bellevue Ave	1	LS	\$ 32,500.00	\$ 32,500.00	0%	\$ -	100%	\$ 32,500.00	100%	\$ 32,500.00
6	Added Cost For Pipe Installation Below Sewer in Bellevue Ave	1	LS	\$ 15,000.00	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%	\$ 15,000.00
7	Replacement of 70 feet of 24 inch culvert with flared inlet and outlet transitions	1	LS	\$ 18,000.00	\$ 18,000.00	0%	\$ -	100%	\$ 18,000.00	100%	\$ 18,000.00
TOTAL					\$ 82,000.00		\$ -		\$ 82,000.00		\$ 82,000.00

Original Contract Amount \$ 82,000.00
Total Change Orders \$ -
Total Contract + Change Orders \$ 82,000.00
Contract Work + Change Orders Performed To Date \$ 82,000.00
Previous Billed \$ -
Work To Date Less Previous Billed \$ 82,000.00
TOTAL AMOUNT DUE \$ 82,000.00

PLEASE REMIT TO:
WAHLUND CONSTRUCTION, INC.
830 Hilma Dr.
Eureka, CA 95503

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



June 19, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

A handwritten signature in blue ink, appearing to be "K. Knopp", written over the name "Kyle Knopp, City Manager".

SUBJECT: Approve Resolution No. 1394-2018 Extending Employee Contracts

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve Resolution No. 1394-2018.

BACKGROUND AND DISCUSSION

Contract discussions between all groups, contract employees and the labor ad-hoc committee came to the general consensus that an extension of the existing contracts was most desirable. The current contract term runs through June 30, 2018. Resolution 1394-2018 will authorize the City manager to extend the contracts through June 30, 2019. The Resolution also explicitly states that employees covered under the Rio Dell Employee Association and City Clerk contracts who currently receive an alternative workweek schedule under the trial basis program will receive an extension of that time limited trial basis through June 30, 2019. No other changes are authorized at this time.

Affected contracts include: Rio Dell Peace Officers Association, Rio Dell Employees Association, City Clerk, Community Development Director, Water and Roads Superintendent & Finance Director.

///

RESOLUTION NO. 1394-2018

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXTEND EMPLOYEE CONTRACTS THROUGH JUNE 30, 2019**

WHEREAS, the City of Rio Dell (the “City”) appreciates the dedication and service of all employees, and has a desire negotiate in good faith with all employees; and

WHEREAS, existing employee contracts expire on June 30, 2018; and

WHEREAS, the City has provided temporary alternative work schedules where possible to provide non-monetary enhancements at the request of the employees; and

WHEREAS, the City faces numerous financial challenges and has worked hard to attract new investments and revenue into the City; and

WHEREAS, the City is not yet in a financial position to raise wages but believes that positive fiscal news may develop over the next year.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Rio Dell as follows:

1. The City Manager is authorized and directed to execute contract extensions for the following employee contracts: Rio Dell Peace Officer’s Association, Rio Dell Employee’s Association, City Clerk, Community Development Director, Water and Roads Superintendent & Finance Director. The contracts shall be extended to June 30, 2019.
2. Furthermore under Article 17 (B) of the Rio Dell Employees Association, members participating in the current time-limited Alternative Workweek Schedule shall continue this trial basis program through June 30, 2019. This extension shall apply to the City Clerk Contract.
3. No other enhancements are authorized at this time.

PASSED AND ADOPTED by the City Council of the City of Rio Dell, State of California, on June 19, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Frank Wilson, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1394-2018 approved and adopted by the City Council of the City of Rio Dell on June 19, 2018.

Karen Dunham, City Clerk



675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)

**CITY OF RIO DELL
STAFF REPORT
CITY COUNCIL AGENDA
June 19, 2018**

TO: Mayor and Members of the City Council
THROUGH: Kyle Knopp, City Manager *3*
FROM: Brooke Kerrigan, Finance Director *BK*
DATE: June 19, 2018
SUBJECT: 2017/18 Third Quarter Financial Report

Recommendation

1) Receive and file fiscal year 2017/18 3rd quarter financial report

Background and Discussion

The Quarterly Financial Report is a benchmark for budgeted versus actual amounts and to explain significant variations below or above the 75% benchmark. Overall, revenues and expenditures are meeting, or exceeding expectations at March 31, 2018. The report explains any amounts that appear to deviate from anticipated estimations at the end of the third quarter.

The third quarter financial report is for informational purposes and a final yearend report will be provided as an annual summary wrap-up after the fiscal year closes. The annual report done later in the year highlights any budgetary savings giving a clearer picture of the City's reserve balances once actual revenue and expenditures are netted and closed into the fund's balance.

Additional financial information can be found in the audited Financial Statements, which are generally completed by the end of the calendar year.

Attachments

- Fiscal Year 2017/18 Third Quarter Financial Report

QUARTERLY FINANCIAL REPORT

MARCH 31, 2018

THIRD QUARTER REPORT 2017/18

City-wide revenues and expenditures are generally on track at the end of the third quarter for fiscal year 2017/18. Summaries are provided in the information that follows.

At March 31, 2018 total spent appropriations were \$2.5 million with most departmental budget variances at or under the expected benchmark of 75%.

BUDGET VARIANCE BY DEPARTMENT

EXPENDITURES BY DEPT.	YTD ACTUAL	AMENDED BUDGET	%
City Manager	194,221	288,421	67%
Finance	279,514	381,809	73%
City Council	13,765	23,830	58%
Police Department	461,451	700,940	66%
General Government	20,814	28,778	72%
Public Works	923,831	1,310,518	70%
Streets	131,709	238,462	55%
Water	280,816	445,953	63%
Sewer	461,521	583,996	79%
Building & Grounds	49,785	42,107	118%
Building	41,898	63,213	66%
Planning	50,660	74,790	68%
TOTAL DEPT. EXP.	1,986,154	2,872,299	69%
ACTIVITY EXPENDITURES			
Admin. Car	194	2,650	4%
Recycling/Solid Waste	3,286	8,511	26%
Capital Projects *	545,208	982,393	43%
TOTAL ACTIVITY EXP.	548,688	993,554	55%
TOTAL CITY-WIDE	2,534,842	3,865,853	66%

* Not including Metro Wells

Departments with significant budgetary savings are

- City Council (58%) – The City Council budget was increased; several line items are unspent
- Streets (55%) – Public Works has spent less time in streets than original allocated salary amounts
- Rec/Solid Waste (26%) – Expenditures are intermittent
- Capital Projects (43%) – Spending is prioritized by Public Works management staff

Departments that surpassed the 75% benchmark at the end of the first quarter were the Sewer Operations (79%) and Buildings and Grounds (118%). Public Works

priorities that were set during the budget development process have shifted throughout the fiscal year resulting in *actual* labor costs that are not proportionate to *budgeted* amounts.

EXPENDITURES BY CATEGORY Operating costs are lower than the third quarter benchmark of 75%. Salaries and benefits items have had budgetary savings due to unfilled positions in Public Works and the Police Department, and services and supplies generally do not get fully spent.

Expenditures by Major Category	YTD ACTUAL	BUDGET	%
CITY WIDE OPERATIONS			
Salaries & Benefits	1,184,152	1,694,386	70%
Services & Supplies	802,002	1,177,913	68%
TOTAL EXPENDITURES	1,986,154	2,872,299	69%

REVENUES Revenues are at 75% of the budgeted \$3.7 million. Fund information is provided in the chart below.

REVENUES BY FUND	YTD Actual	BUDGET	%
General Fund (000)	611,441	983,580	62%
SLESF (040)	106,665	100,000	107%
Streets (020 - 026)	174,299	236,797	74%
Building Fund (008)	26,394	35,131	75%
Sewer (050 - 054)	958,362	1,214,781	79%
Water (060 - 064)	914,092	1,102,763	83%
Other (Spec. Rev.)	21,330	55,161	39%
TOTAL	2,812,583	3,728,213	75%

THIRD QUARTER OUTLOOK The third quarter shows positive gains for revenues with several funds exceeding expectations at the end of the third quarter. This invariably decreases budgetary shortfalls, particularly for those funds showing budgetary savings. Notably, water revenues are at peak levels, while expenditures in the water department are at lower levels. These factors work favorably to increase the working capital balance. The sewer funds show higher than anticipated revenues; however spending has exceeded budget due to shifting priorities. Other items of note as the fiscal year comes to a close: Cannabis revenue was realized at \$12,500 at the end of the third quarter and retail sales tax was 89% of budget. These factors contribute to continued healthy fund balances at year end including several adopted budget amendments that have increased appropriations at March 31, 2018 by \$333,620.

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
6873	5/01/2018	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF APRIL	355.53
6874	5/04/2018	[6117] A-1 CLEANING SERVICE, LLC	MONTHLY CLEANING SERVICE FOR APRIL	450.32
6875	5/04/2018	[6038] ACCURATE TERMITE & PEST SOLUTIONS	MONTHLY RODENT CONTROL @ 475 HILLTOP DR	170.00
6876	5/04/2018	[5235] ADVANTAGE FINANCIAL SERVICES	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	193.00
6877	5/04/2018	[2302] CLYDE'S TOWING, INC.	VEHICLE TOWING & DISPOSAL	150.00
6878	5/04/2018	[5127] DELTA DENTAL	DENTAL INSURANCE FOR JUNE 2018	2,121.78
6879	5/04/2018	[2356] DOWNEY BRAND LLP	LEGAL SERVICES FOR MARCH 2018	37.50
6880	5/04/2018	[6165] JOSEPH R ENGLISH	LODGING; MILEAGE & MEALS PER DIEM TO ATTEND WATER TREATMENT EXAMINATION	365.76
6881	5/04/2018	[4855] FRESHWATER ENVIRONMENTAL SERVICES	CONSULTING SERVICES FOR SSO DOCUMENTATION/TRAINING	1,440.00
6882	5/04/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR ATP PROJECT & REVIEW APPLICATION FOR DRAINAGE ENGINEERING SERVICES FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT ENGINEERING SERVICES FOR METROPOLITAN WELLS REDEVELOPMENT ENGINEERING SERVICES FOR PA&ED FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	15,773.25
6883	5/04/2018	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR APRIL 2018	1,000.00
6884	5/04/2018	[4908] MITCHELL BRISSE DELANEY & VRIEZE	LEGAL SERVICES FOR APRIL 2018	2,428.34
6885	5/04/2018	[3484] NATIONAL METER & AUTOMATION, INC	10 ERW-1300-408 ITRON 100WP, INTEGRAL CONNECTOR, W/ANTENNA PORT	1,035.89
6886	5/04/2018	[2569] NORTH COAST LABORATORIES, INC.	ACID DIGESTION; AMMONIA NITROGEN; HARDNESS; ICAP METALS; NITRATE/NITRITE; THM BY EPA 624; TOTAL DISSOLVED SOLIDS; TOTAL NITROGEN; TOTAL PHOSPHATE PHOSPHORUS; TURBIDITY	661.00
6887	5/04/2018	[4393] NYLEX.net. Inc.	BIOCHEMICAL OXYGEN DEMAND; NON-FILTERABLE RESIDUE (TSS)	
6888	5/04/2018	[5053] PACIFIC ECORISK	MONTHLY MAINTENANCE FOR MAY 15, 2018 THROUGH JUNE 15, 2018	1,140.00
6889	5/04/2018	[5973] PRECISION INTERMEDIA	TOXICITY TESTING	1,452.39
6890	5/04/2018	[6292] ETHAN S PURVIS	MONTHLY WEB HOSTING FEE FOR MAY; DRUPALGEDDON SECURITY UPDATES	53.75
6891	5/04/2018	[6349] RECOLOGY EEL RIVER	REIMBURSEMENT FOR MILEAGE & MEALS PER DIEM TO ATTEND WASTEWATER GRADE III EXAMINATION	233.48
6892	5/04/2018	[2659] RIO DELL PETTY CASH	GARBAGE BAGS FOR APRIL 2018	492.80
6893	5/04/2018	[0308] MARGARET SAGER	POSTAGE; ICE FOR SHIPPING SAMPLES; ENVELOPES FOR DROP BOX; REFRESHMENTS FOR COUNCIL BUDGET WORKSHOP; BINDERS	71.93
6894	5/04/2018	[2693] SHELTON'S AUTO LUBE	REFUND FOR OVERCHARGE OF COMPOST BIN	19.00
6895	5/04/2018	[4525] SHERLOCK RECORDS MGMT	FULL OIL CHANGE SERVICE FOR 2013 FORD INTERCEPTOR	50.84
6896	5/04/2018	[6483] SONOMA COUNTY JUNIOR COLLEGE/ACCOUNTING	STORAGE SERVICE & BOX REFILING FEE FOR APRIL 2018	123.40
6897	5/04/2018	[6454] US DEPARTMENT OF EDUCATION	DRUG RECOGNITION COURSE	81.50
6898	5/04/2018	[2757] US POSTMASTER	WAGE GARNISHMENT FOR PPE 4/27/18	193.53
6899	5/04/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	ANNUAL FIRST-CLASS PRESORT MAILING PERMIT	225.00
6900	5/04/2018	[6037] WELLS FARGO VENDOR FIN SERV	RETIREMENT FOR PPE 4/27/18	5,097.59
6901	5/04/2018	[2779] WILDWOOD SAW	KYOCERA COPIER PAYMENT FOR MAY	534.58
			STIHL FS 131 LOOP HANDLE TRIMMER W/ DIAMOND EDGE TRIMMER LINE 3 BASE PLATES; 4 SPRINGS; 12 EYELETS REPAIRS TO STIHL FJ-110	806.92

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
6902	5/10/2018	[0576] 101 AUTO PARTS	FUNNEL, SWITCH; BLADE LAMP	63.00
6903	5/10/2018	[5381] ALTERNATIVE BUSINESS CONCEPTS	T-WAX CAR WASH; GOJO CITRUS CLEANER	
6904	5/10/2018	[4949] ASAP Lock & Key	MONTHLY MAINTENANCE & COPIER CHARGES FOR APRIL	948.66
6905	5/10/2018	[4905] ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS	SERVICE CALL FOR CABINET LOCK REMOVAL/DRILL	112.13
6906	5/10/2018	[3975] AT&T - 5709	SAN FRANCISCO BAY AREA CHAPTER FULL MEMBERSHIP DUES 2018-2019	150.00
6907	5/10/2018	[2293] CITY OF FORTUNA	FAX LINE EXPENSES FOR APRIL 2018	40.48
6908	5/10/2018	[2283] COASTAL BUSINESS SYSTEMS	POLICE DISPATCH SERVICE FOR MAY 2018	2,075.00
6909	5/10/2018	[4181] CSMFO	ADD NEW USER/PASSWORD & SET UP SECURITY LEVEL IN DOCSTAR	308.85
6910	5/10/2018	[5687] ENGINEERED FIRE SYSTEMS, INC.	PRE-CONFERENCE TRAINING SESSION FOR FINANCE DIRECTOR	150.00
6911	5/10/2018	[2393] FASTENAL COMPANY	PLAN REVIEW FOR BERKELEY STREET MULTI FAMILY FS	150.00
6912	5/10/2018	[3370] FERGUSON ENTERPRISES, INC	18V M18(TM) REDLITHIUM	217.49
6913	5/10/2018	[2405] FORTUNA ACE HARDWARE	4" PVC SWR ADAPTERS;WYES; COUPLERS; BLACK CEMENT	207.95
6914	5/10/2018	[6410] HUMBOLDT LODGING ALLIANCE	DECK BRUSHES	18.64
6915	5/10/2018	[5446] JOHNSON, GORDON	HCTBID TOT ASSESSMENT FEE FOR JANUARY THROUGH MARCH 2018	356.51
6916	5/10/2018	[6139] ROOT 101 NURSERY	REIMBURSEMENT FOR LODGING TO ATTEND LEAGUE OF CALIFORNIA CITIES MEETING	143.00
			ECOPUS ECO 396 FIXED FLOW SUBMERSIBLE/INLINE PUMP 396 GPH	113.44
			GH SPIGOT FOR 6 GAL CONTAINER	
			IN LINE FILTER 1/2" INSERT & FITTINGS	
6917	5/10/2018	[2693] SHELTON'S AUTO LUBE	ECOPUS ECO 264 FIXED FLOW SUBMERSIBLE/INLINE PUMP 290 GPH	57.84
6918	5/10/2018	[2710] STARPAGE	FULL OIL CHANGE SERVICE FOR 2008 FORD F-250 SUPER DUTY TRUCK	12.95
6919	5/10/2018	[2319] SUDDENLINK	PAGING SERVICE 5/1/18 - 5/31/18	
6920	5/10/2018	[1950] BRIAN C DAVIS DBA BRIAN'S AUTO REPAIR	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 5/10/18 - 6/9/18	840.88
			1995 FORD F-350 TRUCK REPAIRS - REPLACE FUEL PUMPS IN BOTH FUEL TANKS; REPLACE DUST CAP/ROTOR, SPARK PLUGS, COOLANT TEMP SENSOR & MAP SENSOR, FUEL PRESSURE REGULATOR	1,211.99
6921	5/10/2018	[5914] BERNARD PYSZ	CUSTOMER DEPOSIT REFUND	111.47
6922	5/10/2018	[2662] RIO DELL/SCOTIA CHAMBER OF COMMERCE	REIMBURSEMENT FOR TOWABLE MAN LIFT RENTED FROM REDI-RENTS	110.67
6923	5/17/2018	[2237] BANK OF AMERICA BUSINESS CARD	SHELL - TWO BAGS ICE ,SKILLPATH - ONE DAY SEMINAR ,ADOBE PRO DC MONTHLY SUBSCRIPTION	1,840.92
			AMAZON - ADJUSTABLE COMPUTER DESK	
			SHELL - TWO BAGS ICE , AMAZON - POST-IT FLAGS	
			AMAZON - BLACK COMPATIBLE DELL TONER CARTRIDGE	
			SHOPLET - MOUSE PADS; SORTWORK FINGERTIP MOISTENERS; 3 PKS SMALL BINDER CLIPS	
			SHOPLET - LETTER SIZE CLASSIFICATION FOLDERS	
			SHOPLET - D-RING BINDERS; CLASP ENVELOPES	
			OFFICE WORLD - CANVAS SECTIONAL STORAGE POST BINDER	
			FRED PRYOR CAREER TRACK - ONE DAY SEMINAR	
			USPS - EVERY DOOR DIRECT NEWSLETTER MAILING , SHAFERS - ROUNDUP	
			COSTCO - 6 CASES COPY PAPER; ; ONE BOX SHARPIE HIGHLIGHTERS; SWINGLINE STAPLER	
			COSTCO - COFFEE; HOT CUPS	
			COSTCO - EIGHT 2 PK 12 GAL TOTES	
			LODGING TO ATTEND DRUG RECOGNITION COURSE	

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
6924	5/17/2018	[2405] FORTUNA ACE HARDWARE	EZ SEED TALL FESCUE 10#; NIPPLE; HEX BUSHINGS; FLANGE FLOOR 3/4" GALV 4" 100 PK GARDEN STAPLES	216.08
6925	5/17/2018	[6438] MENDONCA, MARCIE	ADAPTERS, NIPPLES, UNIONS, COUPLERS, BIBB HOSE, MINI VAC, PROPANE CYLINDER	
6926	5/17/2018	[2570] NILSEN COMPANY	CUSTOMER DEPOSIT REFUND	201.65
6927	5/17/2018	[2603] PG&E	378 40# BAGS SOLAR SALT	1,995.75
6928	5/17/2018	[4338] QUILL CORPORATION	UTILITY EXPENSES FOR APRIL 2018	16,419.10
6929	5/17/2018	[6487] SCOTT'S HEAVY EQUIPMENT REPAIR	JUMBO PAPER CLIPS; COMMERCIAL COFFEE FILTERS; INK PENS	84.73
6930	5/17/2018	[2694] SHELL OIL CO.	REMOVE & INSTALL IRRIGATION FIELD PUMPS	1,019.50
			PW FUEL EXPENSES FOR APRIL 2018	2,136.48
			PD FUEL EXPENSES FOR APRIL 2018	
			PD FUEL EXPENSES FOR MAY 2018	
			PD FUEL EXPENSES FOR MAY 2018	
6932	5/17/2018	[2601] PETERSON	CAT XQ125 TIER 4 FINAL PORTABLE GENERATOR	
6933	5/23/2018	[2224] AQUA BEN CORPORATION	HYDROFLOC 750L 55 GAL DRUM	73,510.65
6934	5/23/2018	[2225] AQUA SIERRA CONTROLS, INC	PROGRAMMING & REPAIRS TO SCADA SCREENS & PROGRAM CREDIT ON INVOICE #28656	1,654.09
6935	5/23/2018	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 5/11/18	2,296.07
6936	5/23/2018	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JUNE 2018	210.00
6937	5/23/2018	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR APRIL 2018	300.00
6938	5/23/2018	[2394] FEDEX	SHIPPING FOR WASTEWATER SAMPLES	35.00
6939	5/23/2018	[5052] GHD, INC	ENGINEERING SERVICES FOR DRINKING WATER INFRASTRUCTURE IMPROVEMENT FUNDING, PLANNING & DESIGN PROJECT	554.74
6940	5/23/2018	[6493] SCOTT GUY	REIMBURSEMENT FOR FINGERPRINTING	1,981.00
6941	5/23/2018	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR JUNE 2018	35.00
6942	5/23/2018	[2569] NORTH COAST LABORATORIES, INC.	COLIFORM QUANTI-TRAY	14,395.08
6943	5/23/2018	[4393] NYLEX.net. Inc.	TWO LENOVO THINKCENTRE COMPUTERS FOR FRONT OFFICE	45.00
6944	5/23/2018	[5053] PACIFIC ECORISK	TOXICITY TESTING	1,809.88
6945	5/23/2018	[6349] RECOLOGY EEL RIVER	14.37 TONS DEBRIS FROM CITYWIDE CLEAN UP	5,089.54
6946	5/23/2018	[4570] SHRED AWARE	SHREDDING	1,638.90
6947	5/23/2018	[2672] ST. JOSEPH HEALTH SYSTEM HUMBOLDT CO.	VENIPUNCTURE	70.00
6948	5/23/2018	[6454] US DEPARTMENT OF EDUCATION	WAGE GARNISHMENT FOR PPE 5/11/18	210.00
6949	5/23/2018	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 5/11/18	200.83
6950	5/23/2018	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR JUNE 2018	5,123.36
6951	5/23/2018	[2772] WENDT CONSTRUCTION, INC	LABOR TO INSTALL SEWER LATERAL	290.80
6952	5/23/2018	[2779] WILDWOOD SAW	TWO BLADES & ELASTO HANDLES	540.00
6953	5/31/2018	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF MAY 2018	51.86
Total Checks/Deposits				178,473.39

571115	5/02/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR FINAL PAYCHECK ON 5/01/2018.	(91.66)
93001	5/02/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR FINAL PAYCHECK ON 5/01/2018.	(29.19)
580-6/2	5/07/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 04/27/2018	(1,755.52)

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
4979154	5/07/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 04/27/2018.	(10,152.70)
12MBZWM6657	5/08/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR STATE DISBURSEMENT OF CHILD SUPPORT FOR PPE 04/27/2018.	(173.07)
9424169	5/14/2018	WITHDRAWALS	BANK ANALYSIS FEE FOR MAY 2018.	(35.09)
9KVCMEB6657	5/15/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR STATE DISBURSEMENT-CHILD SUPPORT FOR PPE 05/11/2018.	(173.07)
507049	5/18/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR MAY 2018	(138.66)
866-944	5/21/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/11/2018.	(1,682.80)
845472	5/21/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS FOR PAYROLL TAXES FOR PPE 05/11/2018.	(9,824.18)
9424171	5/21/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FINAL PAYCHECK 5/18/2018	(97.18)
9424172	5/21/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR FINAL PAYCHECK 5/18/2018	(5.81)
6WRDXNZ6658	5/21/2018	ELECTRONIC FUNDS TRANSFER	EFT FOR STATE DISBURSEMENT OF CHILD SUPPORT FINAL PAYCHECK 5/18/2018.	(86.53)
1000102442	5/23/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	(137.56)
1000101219	5/23/2018	WITHDRAWALS	DEPOSITED ITEM RETURNED	(150.00)
Total EFT's/Bank Withdrawals				(24,533.02)

TRX TO PR	5/1/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 04/27/2018	(27,906.59)
TRX TO PR	5/1/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR FINAL PAYCHECK 5/01/2018	(342.61)
TRX TO PR	5/15/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 05/11/2018	(26,825.32)
TRX TO PR	5/22/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR FINAL PAYCHECK 05/18/2018	(439.02)
TRX TO PR	5/29/2018	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 05/25/2018	(27,123.05)
TRX TO PR	5/30/2018	TRANSFER FROM CHECK TO CDBG PI ACCOUNT	TRANSFER TO CDBG PI ACCOUNT FOR LOAN REIMBURSEMENT FROM J.H.	(40,000.00)
Total Transfer Between Accounts				(122,636.59)



Staff Update – 2018-06-19

City Council

City Manager

CM sent Randy Jensen to the Eel Russian River Commission meeting in Ukiah on June 8, 2018. The Commission has historically been simply a forum of communication and information. Over the coming months the Commission will consider the expansion of its role and membership, to potentially include environmental groups, tribes and potentially municipalities. Staff will continue to monitor this situation and brief the Council as appropriate.

Work continues on the City's ATP project including cost estimates. It will be difficult to fit the entire scope of the project into the existing grant budget. Staff is continuing to research options as this item moves forward and will return to the Council.

Elk sculpture installed.

Submitted 134 page work plan update to the NCWQCB related to compliance with NPDES permit.

City Clerk

- Processed one (1) Building Permit:
 1. 140 N. Pacific Ave. – Gas Line Repair
- Processed two (2) Business License Applications:
 1. Cal North Industries (Greenhouse Kits)
 2. Oswald Electric – Non-Resident Contractor
- The filing period for nomination papers for the three (3) upcoming vacancies on the City Council opens on Monday, July 16, 2018 and runs through August 10, 2018. For anyone interested in running for election, nomination papers and candidate information packets will be available in the City Clerk's Office beginning July 16, 2018. The date for the next General Election is November 6, 2018.

City Attorney

Human Resources, Risk & Training



Traffic Control and HazCom training conducted on June 11, 2018.

Three new staff hired for PW Utility crew.

Finance Department

Public Works Water

1. Work on Meter Reading system and resolve issues with Hand held reader. (Ongoing 5/31/18)
2. Water Meter replacements
3. General Work orders for Public Works Dept.
4. Work throughout city on Roadways Mowing and Weed eating.
5. Train new Utility lead employee.
6. Maintenance on Douglas / Dinsmore Tanks. Install new Transducer for level control.
7. Reset Painter St tank site Telemetry system for level status.
8. Monthly Water Reports
9. Meeting in Ukiah for Eel Russian River Commission

Public Works Wastewater

- Wastewater Superintendent in training Passed his Grade 3 Wastewater exam and has applied for his certification.
- Oil change on gear boxes in tent building showed packing seals have failed and will likely need to be replaced in the near future. Industrial electric will be sending over a bid for packing seal replacement and general maintenance.
- Second quarter sampling will be completed within the week.
- Work will also begin on the semi-annual wastewater report.
- Repairs were made to washed out percolation pond to retain any run off from the wastewater plant contact basin.

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Work completed for Spring Street, Bellevue culvert work.

Work completed on striping work.

Police Department

During the period of May 30, 2018 to June 13, 2018, the Department received 87 calls for service, which generated twenty reports and resulted in twelve arrests. In addition, officers issued two citations for



traffic offenses. The Department did not open any new junk vehicle cases, but closed eight, including five in which the cars were towed by the City.

On June 7, 2018, Sergeant Beauchaine and Officer Carnahan observed a man wanted for domestic violence on North Pacific. He was contacted, searched, and arrested. The search found a pistol and methamphetamine. While Officer Carnahan completed the search and arrest, Sergeant Beauchaine saw a car with suspicious spray paint on it. He ran the car's plate which came back as lost or stolen and then ran the car's VIN number. It was a stolen car out of Eureka. Sergeant Beauchaine and Officer Carnahan searched the car and found information as to who the last driver might have been. They search a nearby residence where the occupant was on probation and found the person whose indicia was found in the stolen car. She was arrested also and both persons were transported to the Humboldt County Jail.

Oral board testing for the open police officer position is tentatively scheduled for June 28, 2018. There are currently five persons who have stated that they will participate although only three applications have been received so far.

Community Development Department

- Inspection 165 ½ S. Sequoia Foundation/footing inspection.
- Participate in CalOrigin webex discussion/meeting.
- Review Census Address verification materials (LUCA).
- Coordinate final sign-off with Lon Winburn for White temporary uses.
- Inspection White Group Building No. 3 footing excavations, rebar. Meet with Darrin Thomson regarding footings, anchor bolts, etc.
- Inspection 901 Hilda Court, Final Inspection. Could not sign-off needs to use AFCI breakers. Review Code with Foreman.
- Inspection 249 Berkeley for 100 amp Panel upgrade, receptacles, etc. Could not sign-off, GFI circuits were not working correctly.
- Review County referral for 135 megawatt wind energy project on Bear Rive ridge. Contact applicants requesting that they attend a Council meeting to explain the project.
- Inspection 165 ½ S. Sequoia Foundation/footing inspection.
- Inspection 901 Hilda Court. Sign-off on Final Inspection.
- Inspection 249 Berkeley for 100 amp Panel upgrade, receptacles, etc. Correction of GFCI circuits. Sign-off.
- Review and complete application submittal information for DANCO project.



- Respond to Ronnean Lund, Division of Drinking water regarding allowed insecticides, pesticides and fertilizers utilized in cannabis cultivation and manufacturing.
- Inspection at 140 N. Pacific for gas line repair.
- Participate in CalOrigin webex discussion/meeting.
- Continue review Census Address verification materials (LUCA).

Intergovernmental

Humboldt-Rio Dell Business Park

City Manager, Chief of Police and Community Development Director toured the White development. The group was joined by Alex Spelman from SICPA (track and trace).

Council Priority Areas

Street Work

Staff has worked on developing a Slurry Seal project to be completed before the end of July and also on potential grants for the City for infill sidewalks and crosswalks.

River Access

New signage to be installed at the end of Davis Street.

Habitat Parcel

City Attorney continues to communicate with Habitat's Accountant.

Code Enforcement

Access Humboldt

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



June 19, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

A handwritten signature in blue ink, appearing to be "K. Knopp", written over the name "Kyle Knopp, City Manager".

SUBJECT: Annual Adjustment to Solid Waste Franchise Agreement Held by Recology Eel River

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve the proposed rate adjustment with Recology Eel River and accept it as an amendment to the Solid Waste and Recycling Franchise Agreement, effective July 1, 2018.

BACKGROUND AND DISCUSSION

The Solid Waste Franchise Agreement with Recology Eel River (RER) (formerly Eel River Disposal) contains a Consumer Price Index (CPI) adjustment in section 2.03.04. As documented in the packet, the new disposal rate per ton is \$114.22, an increase of \$0.17. The CPI rate adjustment for January of 2018 is +2.1% and so therefor, the change in the disposal rate per ton that can be attributed to RER has increased by \$0.17 cents. Last year, there was an increase in the CPI of 2.5%, leading to a \$.16 per ton increase for Eel River Disposal. Aggregated per ton costs associated with Humboldt Waste Management Authority fees remained level compared to last year.

Due to changes in the recycling market and local recycling processes, Recology is proposing some amendments to the franchise agreement that will be proposed at a later date. This includes consideration of amendments to better align with HWMA on recyclable materials and the elimination of the \$10.00 per ton payment to the City for the collection of recyclable materials from behind City Hall.

Attachments:

Staff Rate Summary

Recology Eel River Cover Letter and Attachments.

Exhibit A: Disposal Rates

Exhibit A-1: Disposal Rates Per ton

Exhibit B: Collection Rates

Exhibit C: Combined Rates

Exhibit D: CPI Table

Exhibit E: Disposal Rate by Size

///

Solid Waste Fees - City of Rio Dell

Staff Summary



Effective Date	7/1/2015	7/1/2016	7/1/2017	7/1/2018
FRANCHISE HOLDER FEES				
Franchise Holder	ERD	ERD	ERD	RER
Labor Cost (75% of CPI)	\$7.07	\$7.14	\$7.27	\$7.43
Operations (75% of CPI)	\$4.38	\$4.43	\$4.51	\$4.61
Scale Maintenance (75% of CPI)	\$0.77	\$0.78	\$0.80	\$0.81
Haul Cost Avoidance (75% of CPI)	-\$10.71	-\$10.82	-\$11.02	-\$11.26
Capital Cost (fixed fee)	\$5.88	\$5.88	\$5.88	\$5.88
Return on Investment (75% of CPI)	\$6.69	\$6.76	\$6.89	\$7.03
Subtotal	\$14.08	\$14.17	\$14.33	\$14.50
HWMA FEES				
Countywide Program Fees				
Administration	\$1.91	\$1.91	\$1.91	\$0.72
Household Hazardous Waste Program	\$6.29	\$6.43	\$5.15	\$6.73
Cummings Road Landfill Maintenance	\$4.67	\$4.44	\$4.44	\$4.44
Cleanup/Enforcement Programs	\$0.57	\$0.57	\$0.57	\$0.56
Rural Container Program	\$4.52	\$4.68	\$4.81	\$4.81
County/Cities AB939 Programs	\$4.93	\$4.52	\$2.52	\$2.14
Table Bluff Landfill Maintenance	\$0.94	\$0.81	\$0.74	\$0.74
Countywide Enforcement (LEA)	\$2.66	\$3.13	\$3.13	\$3.13
Subtotal	\$26.49	\$26.49	\$23.27	\$23.27
HWMA Base Fees				
Administration	\$4.30	\$4.30	\$4.19	See Subtotal Below
Universal Waste Programs	\$0.89	\$0.89	\$3.51	
Recycling Programs	\$6.38	\$6.38	\$9.20	
Cummings Road Landfill Operations	\$5.50	\$5.50	\$4.00	
Subtotal	\$17.07	\$17.07	\$20.90	\$22.83
Facility Fees				
Operations (Transportation & Disposal)	\$55.01	\$55.01	\$54.40	\$52.47
Indirect	0	\$0.00	\$0.00	\$0.00
Capital Expenditures	N/A	N/A	N/A	N/A
Subtotal	\$55.01	\$55.01	\$54.40	\$52.47
OTHER FEES				
Fortuna Host Fee (pass through)	\$1.15	\$1.15	\$1.15	\$1.15
Subtotal	\$1.15	\$1.15	\$1.15	\$1.15
TOTAL FEES				
Total Franchise Holder Fees	\$14.08	\$14.17	\$14.33	\$14.50
Total HWMA Fees	\$98.57	\$98.57	\$98.57	\$98.57
Total Other Fees	\$1.15	\$1.15	\$1.15	\$1.15
Grand Total All Fees	\$113.80	\$113.89	\$114.05	\$114.22



CITY OF RIO DELL

MAY 25 2018

RECEIVED

May 23, 2018

Kyle Knopp
City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

Re: City of Rio Dell Rate Application 2018/2019, Recycling payments, and Franchise Amendment

Dear Mr. Knopp,

It has been a pleasure to become Rio Dell's waste and recycling operator since last September. Attached is the 2018/2019 rate application as permitted through the franchise agreement between Recology Eel River and the City of Rio Dell. The rate increase reflects allowable CPI and a percentage of disposal as set forth in the franchise agreement.

This year the CPI adjustment increases rates by 2.1%. From what we understand, rate applications are heard at a City of Rio Dell Council meeting annually sometime in June so that rates can take effect July 1st.

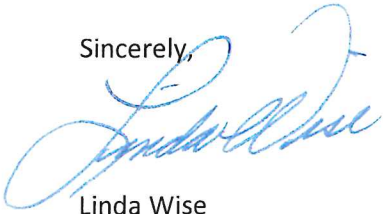
In addition to the rate application, RER needs to make another change for the coming year regarding recycling payments made to the City of Rio Dell. As you know, there has been a steep decline in the recycling commodity market this year which has had a huge negative financial impact on our industry. Recology Eel River is also experiencing these impacts. We assume Rio Dell has possibly budgeted the income from recycling in their 2017/2018 financials. Because RER does not want to create a hardship for this year, the payments will continue through, but not after June 30th.

In another matter, as a result of the HWMA and member agency MOU, to direct flow control of recyclables to HWMA, an amendment to the Rio Dell/RER franchise agreement needs to be submitted in order to better align with the HWMA MOU. I would like to offer our assistance in drafting that amendment for your review.

Please email me at lwise@recology.com to confirm the date the rate application hearing so that I can be there to answer questions. Please also let me know whether you would like our assistance in drafting an amendment.

Thank you.

Sincerely,



Linda Wise
Recology Eel River, General Manager

Cc: Ed Farewell, Recology Coast Group Manager
Dave Soli, Recology Coast Group
Tom Norris, Recology
Nikki Burke, Recology

enclosures

**City of Rio Dell
Disposal Rates
Exhibit A**

\$114.22 Per Ton Effective 7-1-18

Bag Service																			
Regular		<u>1 Bag</u>		\$1.92															
Monthly Rate																			
20-Gallon Can		<u>1 Can</u>		\$5.21															
1x Weekly																			
Monthly Rate																			
32-Gallon Can		<u>1 Can</u>		\$8.34															
1x Weekly																			
2x Weekly				\$16.67															

City of Rio Dell
Disposal Rates per Ton
Exhibit A-1

	Rate Effective Year			
	2015	2016	2017	2018
	\$	CPI	\$	CPI
ERD FEES				
ERD Labor Cost	\$ 7.07	1.4%	\$ 7.14	2.5%
ERD Operation	4.38	0.05	4.43	0.09
ERD Scale Maintenance	0.77	0.01	0.78	0.02
ERD Haul Cost Avoidance	(10.71)	(0.11)	(10.82)	(0.22)
ERD Capital Cost	5.88		5.88	5.88
ERD Return on Investment	6.69	0.07	6.76	0.14
Total ERD Fees	\$ 14.08	\$ 0.09	\$ 14.17	\$ 0.17
HWMA FEES ⁽¹⁾				
Operations	\$ 54.87		\$ 55.01	\$ 54.40
Payroll	17.21		17.07	20.90
HHW Program	6.29		6.43	5.15
County/City Recycling Programs	4.93		4.52	2.52
Table Bluff Maintenance	0.94		0.81	0.74
County LEA	2.66		3.13	3.13
Cleanup Fees	0.57		0.57	0.57
Cummings Landfill Maintenance Monitoring	4.67		4.44	4.44
County Rural Container Subsidy	4.52		4.68	4.81
Administration	1.91		1.91	1.91
Fortuna Host fee	1.15		1.15	1.15
Total HWMA Fees	\$ 99.72		\$ 99.72	\$ 99.72
Total Disposal Rate per Ton	\$ 113.80		\$ 113.89	\$ 114.05
				\$ 114.22

**City of Rio Dell
Collection Rates
Exhibit B**

**Bold Numbers
Effective 7-1-18**

CPI Change	2.1%
-------------------	-------------

Bag Service
Regular

<u>1 Bag</u>	\$4.66
Regular	\$4.76

Curbside Recycling

	\$6.39
	\$6.52

Monthly Rate
20-Gallon Can
1x Weekly

<u>1 Can</u>	\$15.87
1x Weekly	\$16.20

Monthly Rate
32-Gallon Can
1x Weekly
2x Weekly

<u>1 Can</u>	\$18.15	<u>2 Cans</u>	\$25.44	<u>3 Cans</u>	\$35.24	<u>4 Cans</u>	\$41.51
1x Weekly	\$31.68		\$48.09		\$67.72		\$80.29
2x Weekly	\$18.53		\$25.97		\$35.97		\$42.37
	\$32.34		\$49.09		\$69.12		\$81.95

Monthly Rate
Bins No Rental
1x Weekly
2x Weekly
3x Weekly

<u>1 Yard</u>	\$30.63	<u>1.5 Yard</u>	\$45.94	<u>2 Yard</u>	\$61.32	<u>3 Yard</u>	\$91.98	<u>4 Yard</u>	\$122.57	<u>6 Yard</u>	\$183.95	<u>8 Yard</u>	\$245.84
1x Weekly	\$54.67		\$91.28		\$121.84		\$182.67		\$243.92		\$365.43		\$487.27
2x Weekly	\$91.98		\$137.01		\$182.67		\$274.15		\$365.43		\$548.10		\$731.26
3x Weekly	\$31.26		\$46.89		\$62.59		\$93.88		\$125.11		\$187.76		\$250.93
	\$55.80		\$93.17		\$124.36		\$186.45		\$248.97		\$373.00		\$497.36
	\$93.88		\$139.85		\$186.45		\$279.83		\$373.00		\$559.45		\$746.40

Bins Rental

<u>1 Yard</u>	\$20.43	<u>1.5 Yard</u>	\$23.25	<u>2 Yard</u>	\$26.13	<u>3 Yard</u>	\$31.88	<u>4 Yard</u>	\$37.48	<u>6 Yard</u>	\$49.31	<u>8 Yard</u>	\$57.47
	\$20.85		\$23.73		\$26.67		\$32.54		\$38.26		\$50.33		\$58.66

**City of Rio Dell
Combined Rates
Exhibit C**

Effective 7-1-18

Bag Service	<u>1 Bag</u>						
Regular	\$6.68						
Curbside Recycling	\$6.52						
Monthly Rate							
20-Gallon Can	<u>1 Can</u>						
1x Weekly	\$21.41						
Monthly Rate							
32-Gallon Can	<u>1 Can</u>						
1x Weekly	\$26.87	<u>2 Cans</u>	<u>3 Cans</u>	<u>4 Cans</u>			
2x Weekly	\$49.01	\$42.64	\$60.98	\$75.71			
		\$82.43	\$119.14	\$148.64			
Monthly Rate							
Bins No Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>
1x Weekly	\$83.88	\$125.82	\$167.83	\$251.75	\$335.60	\$503.49	\$671.91
2x Weekly	\$161.04	\$251.04	\$334.85	\$502.18	\$669.95	\$1,004.47	\$1,339.32
3x Weekly	\$251.75	\$376.65	\$502.18	\$753.43	\$1,004.47	\$1,506.65	\$2,009.34
Bins Rental	<u>1 Yard</u>	<u>1.5 Yard</u>	<u>2 Yard</u>	<u>3 Yard</u>	<u>4 Yard</u>	<u>6 Yard</u>	<u>8 Yard</u>
	\$20.85	\$23.73	\$26.67	\$32.54	\$38.26	\$50.33	\$58.66

City of Rio Dell CPI Table Exhibit D

CPI-All Urban Consumers (Current Series) 12-Month Percent Change

Series Id: CUUR0000SA0
Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban
Area: U.S. city average
Item: All items
Base Period: 1982-84=100
Years: 2008 to 2018

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2008	4.3	4.0	4.0	3.9	4.2	5.0	5.6	5.4	4.9	3.7	1.1	0.1	4.2	3.4
2009	0.0	0.2	-0.4	-0.7	-1.3	-1.4	-2.1	-1.5	-1.3	-0.2	1.8	2.7	-0.6	-0.1
2010	2.6	2.1	2.3	2.2	2.0	1.1	1.2	1.1	1.1	1.2	1.1	1.5	2.1	1.2
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.6	3.8	3.9	3.5	3.4	3.0	2.8	3.5
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2.0	2.2	1.8	1.7	2.3	1.8
2013	1.6	2.0	1.5	1.1	1.4	1.8	2.0	1.5	1.2	1.0	1.2	1.5	1.5	1.4
2014	1.6	1.1	1.5	2.0	2.1	2.1	2.0	1.7	1.7	1.7	1.3	0.8	1.7	1.5
2015	-0.1	0.0	-0.1	-0.2	0.0	0.1	0.2	0.2	0.0	0.2	0.5	0.7	-0.1	0.3
2016	1.4	1.0	0.9	1.1	1.0	1.0	0.8	1.1	1.5	1.6	1.7	2.1	1.1	1.5
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2.0	2.2	2.1	2.2	2.0
2018	2.1	2.2												

City of Rio Dell
Disposal Rate by Size
Exhibit E

<u>Size</u>	<u>Ton ⁽¹⁾</u>	<u>Rate</u>	<u>Rate/</u> <u>container</u>	<u>Monthly</u> <u>Rate</u>	<u>Rate with</u> <u>Franchise</u> <u>Fee ⁽²⁾</u>	<u>Monthly</u> <u>Rate with</u> <u>Franchise</u> <u>Fee ⁽²⁾</u>
20 Gallon	0.0100	\$ 114.22	1.14	\$ 4.95	\$ 1.20	\$ 5.20
32 Gallon	0.0160	114.22	1.83	7.92	1.92	8.32
40 Gallon	0.0200	114.22	2.28	9.90	2.39	10.39
64 Gallon	0.0320	114.22	3.66	15.84	3.84	16.63
1 Cu. Yd.	0.1010	114.22	11.54	49.99	12.12	52.49
1.5 Cu. Yd.	0.1515	114.22	17.30	74.98	18.17	78.74
2 Cu. Yd.	0.2020	114.22	23.07	99.97	24.22	104.98
3 Cu. Yd.	0.3030	114.22	34.61	149.96	36.34	157.47
4 Cu. Yd.	0.4040	114.22	46.15	199.95	48.46	209.96
6 Cu. Yd.	0.6060	114.22	69.22	299.92	72.68	314.94
8 Cu. Yd.	0.8080	114.22	92.29	399.90	96.90	419.92

(1) 1 lb. per Gallon ;202 lbs. per Cu. Yd.

(2) Franchise fee 5% of gross revenues.

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



June 19, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of the Summer 2018 Streets Resurfacing Project and Authorization for the City Manager to Execute the Project in an Amount Not to Exceed \$50,164.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the City Manager to execute the Summer 2018 Slurry Seal Project in an amount not to exceed \$50,164 and further approve letter of Commitment to the City of Eureka

BACKGROUND AND DISCUSSION

Staff recently contacted the administrator of the regional slurry sealing project for the summer of 2018 to discuss Rio Dell's participation in the upcoming project. With the addition of \$107,000 in the recently adopted FY 18/19 budget for street work, it became possible to participate in this summer's slurry seal project. The City participated from the beginning in a similar project this time last year for Davis and Monument Streets that was funded out of the FY 16/17 budget. When the budget was formed for FY 17-18, funds were not appropriated for this type of project and thus staff did not participate from the beginning in the regional slurry seal RFP and project for this year.

The City has recently received tentative approval to participate, pending the availability of the contractor to perform the needed work in Rio Dell. Because the City did not participate in the RFP, other entities in this year's project will receive priority concerning scheduling. However, there is a good chance that a Rio Dell project can be done within the contractor's available time before the end of July.

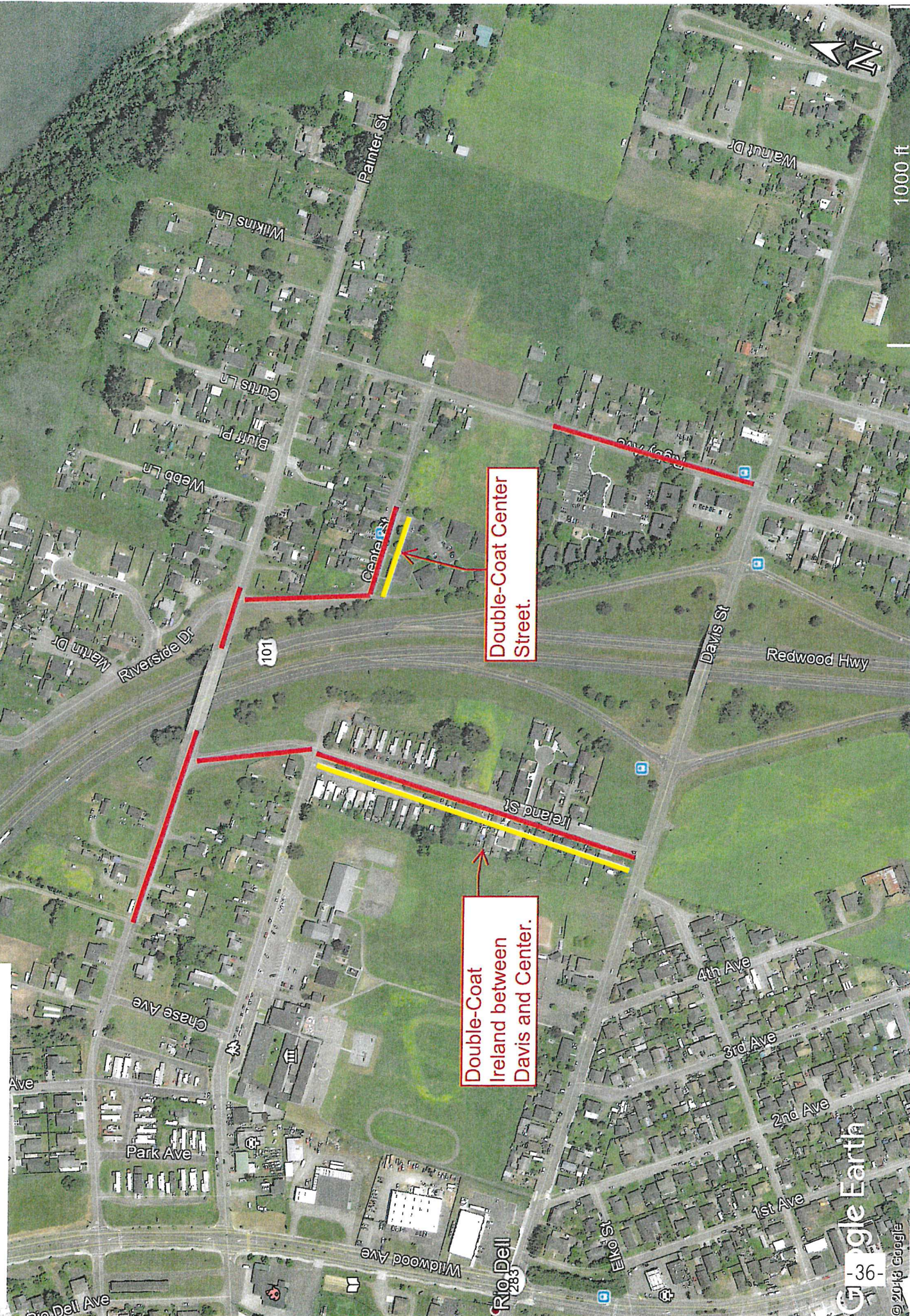
The City of Eureka conducted the open bid process on behalf of the partner agencies and the lowest responsive and responsible bidder was determined to be Pavement Coatings Co. with costs similar to or less than costs from last year.

The project is anticipated to cost \$45,604, including street markings. With a ten percent contingency staff is requesting that the project be authorized up to \$50,164. The City will issue payment to reimburse the City of Eureka pending the receipt of an invoice for the project.

///

Slurry Seal July 2018

Legend





*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*

June 19, 2018

Jesse Willor
Deputy Director of Public Works
City of Eureka
531 K Street
Eureka, CA 95501

RE: 2018 Streets Resurfacing Project – Accelerated Cure Slurry Seal and Striping

Dear Mr. Willor,

This letter serves to document our agreement with City of Eureka staff regarding Rio Dell's participation in the above referenced project. The City of Rio Dell has set aside \$45,604 plus contingency to be used by the City of Eureka for micro-surfacing work within the right-of-way of Rio Dell. This project would occur on Painter Street, Center Street, Rigby Avenue and Ireland Street. As items of work are completed as shown on the attached summary, the City of Eureka will invoice the City of Rio Dell for the completed work and these invoices will provide a detailed description of all work completed. Only completed work items will be paid for by the City of Rio Dell.

Invoicing should be sent to:

City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562

The City of Rio Dell's portion of this project will not exceed the bid total of \$45,604 unless there is express written authorization. The City of Rio Dell will pay for actual costs incurred up to the bid total of \$45,604 and any prior approved change orders.

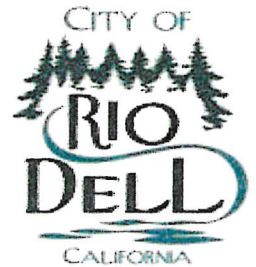
Very truly yours,

Kyle C. Knopp
City Manager
City of Rio Dell

Streets Resurfacing Project 2018
Rio Dell Costs


Item #	Description	Est. Quantity	Unit	Fund Source	*Pavement Coatings Co.	
					Contractor Bid	Rio Dell
1	Mobilization	1	Lump Sum			\$1,500.00
2	Traffic Control	1	Lump Sum			\$1,500.00
3	Type II Accelerated Cure Slurry Seal	21,225	SY		\$1.75	\$37,143.75
4	Type III Accelerated Cure Slurry Seal	0	SY		\$2.60	\$0.00
5	Yellow Centerline Skip w/out Reflectors	2,350	LF		\$1.00	\$2,350.00
6	Yellow Centerline Skip with Reflectors	0	LF		\$2.00	\$0.00
7	Double Yellow w/out Reflectors	325	LF		\$1.50	\$487.50
8	Double Yellow with Reflectors	0	LF		\$4.00	\$0.00
9	4" Yellow Solid Edge Line	0	LF		\$2.00	\$0.00
10	Median Islands	0	LF		\$4.00	\$0.00
11	Two-Way Left Turn Lane	0	LF		\$3.00	\$0.00
12	8" White Lane Marker	0	LF		\$7.00	\$0.00
13	6" White Solid Bike Lane	0	LF		\$1.00	\$0.00
14	6" White Intersection Line	0	LF		\$1.00	\$0.00
15	Pavement Markings	0	LF		\$7.00	\$0.00
16	Blue Pavement Markers	5	Each		\$150.00	\$750.00
17	Thermo Striping Removal	2,675	LF		\$0.70	\$1,872.50
18	Thermo Striping Removal	0	SF		\$5.00	\$0.00
TOTAL						\$45,603.75

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



June 19, 2018

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager 

SUBJECT: Discussion and Possible Action on Two Potential Grant Opportunities for Sidewalk Infill and Crosswalk Work

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Provide direction to staff, if any and direct staff to proceed with developing grant applications.

BACKGROUND AND DISCUSSION

City staff is exploring two potential grant opportunities with City Engineer GHD Inc. A potential opportunity exists to make a joint application with the County of Humboldt for the Highway Safety Improvement Program (HSIP) Cycle 9 grant period. This grant could help the City pay for additional crosswalks and would be filed by the County, with Rio Dell participating. Second, the next cycle of Active Transportation Program 2018 applications will soon be due. In the past members of the City Council and community have voiced strong interest in sidewalk infill projects and the ATP grants are a good source of funding to accomplish these projects. The current ATP application is due by the end of July and the current HSIP application is due by the end of August.

Costs to prepare and submit a grant application are estimated at \$8,000 and would be covered under the existing budget.

Staff has attached a map of proposed infill sidewalk areas (red) and areas for new or enhanced crosswalks (red arrows).

///

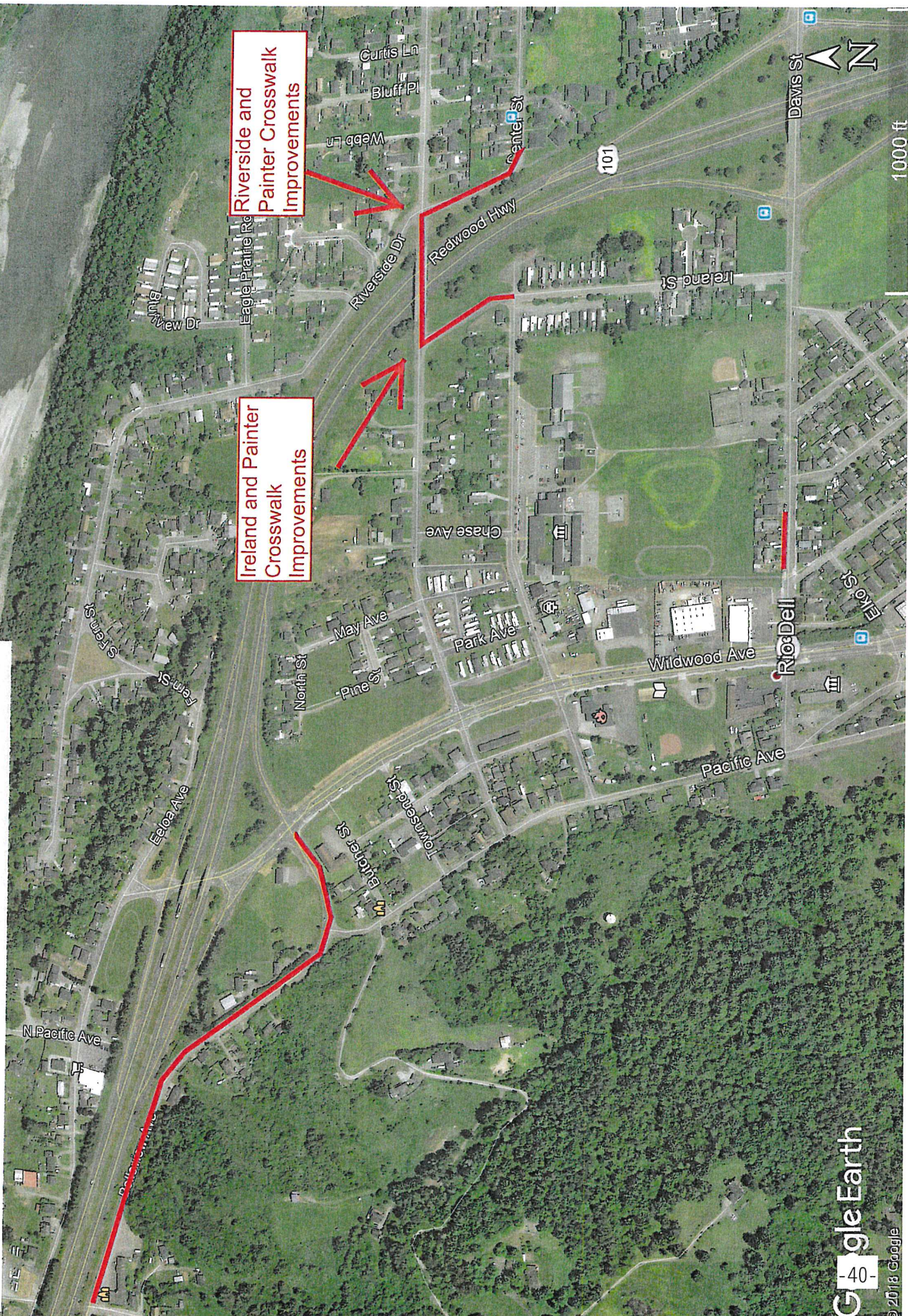
Sidewalk Infill and Crosswalk Construction

Proposed Grant Application Priorities

Legend

Ireland and Painter
Crosswalk
Improvements


Riverside and
Painter Crosswalk
Improvements



675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM: Kyle Knopp, City Manager 

DATE: June 19, 2018

SUBJECT: Second Reading of Ordinance No. 368-2018 Extending Measure U, the 1% Transactions and Use (Sales) Tax for General Purposes

RECOMMENDATION

1. Introduce and conduct second reading (by title only) of Ordinance No. 368-2018 amending Chapter 3.11 of the Rio Dell Municipal Code to extend the one percent (1%) Transaction and Use Tax for General Purposes for a period of five (5) years, with the State Board of Equalization continuing to administer the tax; and
2. Open the public hearing and receive public input, close the public hearing, deliberate; and adopt Ordinance No. 368-2018 to be effective upon successful passage at the general election of November 6, 2018.

BACKGROUND AND DISCUSSION

This item returns to the Council for a second reading at the recommendation of the City Attorney. No changes were recommended to be made or were made to the ordinance language since its first reading on June 5, 2018.

During the May 15, 2018 City Council meeting, the Council discussed options related to the extension of Measure U, the 1% Transactions and Use Tax approved by the voters in 2014 and standing to expire December 31, 2019. Staff provided a projection indicating the City would return to a deficit in the General Fund by FY 2020/21 without extension of Measure U.

The consensus of the Council was to proceed with a 5-year extension of Measure U and to place it on the November 6, 2018 ballot for voter approval as a General

tax. Staff was directed to return with the required agenda items. Included in this packet is the required Ordinance and Resolution prepared by the City Attorney to consolidate the City tax measure with the Statewide General Election, to adopt the language of the tax measure, and to authorize the imposition and administration when approved by the voters. The ordinance will become effective immediately after it is approved by the voters per Government Code section 36937, which provides that "an ordinance takes effect immediately, if it is an ordinance: (a) Relating to an election, and (d) Relating to taxes for the usual and current expenses of the city." The council must vote to propose the ordinance to the voters by a two-thirds vote. Since the measure is a general tax for the City, voter approval occurs with a simple majority, or 50% plus 1.

ATTACHMENTS:

Ordinance No. 368-2018



ORDINANCE NO. 368-2018

AN ORDINANCE OF THE CITY OF RIO DELL AMENDING CHAPTER 3.11 OF THE RIO DELL MUNICIPAL CODE TO EXTEND THE ONE PERCENT (1%) TRANSACTION AND USE TAX FOR GENERAL PURPOSES WHICH WILL CONTINUE TO BE ADMINISTERED BY THE STATE BOARD OF EQUALIZATION

WHEREAS, a locally-enacted revenue measure would protect and maintain Rio Dell services because the money is legally required to stay in our community and cannot be taken by the State, providing locally controlled funds for local services; and

WHEREAS, on November 4, 2014, the voters of the City of Rio Dell adopted Ordinance No. 326-2014 (Measure U), approving the imposition of a one-percent transaction and use tax for general purposes;

WHEREAS, the transaction and use tax approved by the voters on November 4, 2014 is scheduled to expire on December 31, 2019, in accordance with Section 3.11.160 of Chapter 3.11 of the Rio Dell Municipal Code, unless an extension is approved by the voters at an election called for that purpose;

WHEREAS, an extension of the City of Rio Dell's transaction and use tax will be submitted to the voters to amend the "Termination Date" of Section 3.11.160 of Chapter 3.11 of the Rio Dell Municipal Code to December 31, 2024; and

WHEREAS, approval of this Ordinance by the voters of the City of Rio Dell would not raise taxes but would extend an existing tax.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:

Section 1. Authority. The City Council enacts this ordinance in accordance with the authority granted to cities by Article XI, Section 7 of the California Constitution.

Section 2. Amendment. The definition of "termination date" in Chapter 3.11 of the Rio Dell Municipal Code is hereby amended to read as follows:

3.11.160. Termination date.

The authority to levy the tax imposed by this chapter shall expire on December 31, 2024, unless the Ordinance is extended or repealed by the voters at a subsequent election.

Section 3. Approval by Voters. This Ordinance shall be submitted to the voters at an election to be held on November 6, 2018, and shall take effect only if approved by a majority of the qualified voters voting on the measure. Upon approval by a majority of the qualified voters of the City of Rio Dell, the Transaction and Use Tax set forth in Chapter 3.11 of the Rio Dell Municipal Code shall be re-authorized and extended until December 31, 2024. The City Clerk is hereby directed to publish this ordinance at least once, within fifteen (15) days of its adoption, in a newspaper of general circulation published and circulated in the City of Rio Dell.

Section 4. Severability. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

PASSED AND ADOPTED by the City Council of the City of Rio Dell, State of California, on June 5, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

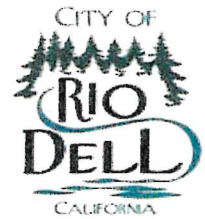
Frank Wilson, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above to be a full, true and correct copy of Ordinance No. 368-2018 adopted by the City Council of the City of Rio Dell on June 5, 2018.

Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562-1597
(707) 764-5642 Hall



For Meeting of: June 19, 2018

☐ Consent Item; ☒ Public Hearing Item

To: City Council

From: Jeff Conner, Chief of Police

Through: Kyle Knopp, City Manager

Date: June 14, 2018

Subject: Approval and adoption of Ordinance Number 369-2018 amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code

Recommendation:

That the City Council:

1. Receive staff's report regarding the approval and adoption of Ordinance Number 369-2018, which will amend the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code; and
2. Open the public hearing, receive public input, and deliberate; and
3. Approve and adopt Ordinance Number 369-2018 amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code.

Discussion

As reported at the Council meeting of June 5, 2018, there are two primary reasons for the licensing of dogs within the City. These are to ensure that dogs are vaccinated against rabies and to assist in the return of lost dogs to their owners. The current regulations have all dog licenses expire on July 31 of each year regardless of the date the dog received its rabies vaccination. Consequently, staff has recommended changes that terminate the license when the rabies vaccination certificate expires or a year from the date of application, whichever occurs first. In addition, in those situations where the vaccination certificate is valid for longer than the one-year license period, the license can be extended at a reduced rate. These changes should help ensure that licensed dogs are current on their rabies vaccinations and reduce the amount of staff time devoted to the licensing process. Therefore, staff recommends the approval and adoption of the attached ordinance codifying those changes.

Attachment:

Attachment 1: Ordinance No. 369-2018 amending the City's Dog Licensing Regulations, Section 6.05.070 of the Rio Dell Municipal Code.
